

VACANCY NOTICE

#3012

CS-376

REV(08/08)

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT

A010313

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| Description of Position | Industrial Safety Specialist - | |
| | TITLE OF POSITION: (Occup Safety) | CLASSIFICATION CODE: 02754301 |
| | SALARY RANGE: (322A) \$40734-\$46232 Annually | REFERENCE POSITION NO.: 1640-10000-97 |
| | Labor & Training Workforce Recruitment & Safety | APPLICATION PERIOD: 01-09-13 thru 01-17-13 by 4:00pm |
| | DEPARTMENT: _____ | Three day grace period for Council 94 employees ends 01-21-13 |
| | Assign: _____ | Occupational Safety |
| | Shift and: _____ 4:00pm | Job Location: 1511 Pontiac Ave., Cranston, RI |
| | Restrict: _____ | |
| | Position Covered By Collective Bargaining Union Agreement | Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| | Name of Bargaining Unit Union: AFSCME, Council 94, Local 2869 | |
| There is* <input type="checkbox"/> is not <input checked="" type="checkbox"/> a Civil Service List for this position | See A/B or Both for Specific Instructions | |
| * NOTE: If there is a list, only laterals (employees with the same title) or individuals certified by OPA may be appointed to this position. | | |
| General Information to Candidate | INSTRUCTIONS: | |
| | A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u> , both the File Position Title and Number. | |
| | Most Important - Please include the following information: | |
| | • The title of the position for which you are applying | • Name of department where you are currently employed |
| | • Title of your present position and date you entered it | • Your business telephone number |
| | • Date you entered State service | • Present Union Affiliations |
| | *** In certain agencies, bargaining union applicants will receive preferential consideration according to contract. | |
| | B. NON INCUMBENT/NON STATE EMPLOYEE APPLICANT: | |
| | If indicated above that <u>no civil service</u> list exists for this position, you need not be in the class of position, or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write in the letters "N.A." for Not Applicable. If you fail to answer all the questions on the application form, you may delay consideration of your application. | |
| | C. AMERICANS WITH DISABILITIES ACT (ADA) PROVISIONS: | |
| • Reasonable Accommodations: | | |
| If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for therefore the position. | | |
| • Medical Information: | | |
| Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA). | | |
| Statement of Duties | DUTIES / RESPONSIBILITIES: | |
| | To perform technical duties relative to the making of safety inspections, and the promotion of safety measures in the area of elevator inspection to determine and/or insure compliance with acceptable safety standards governed by state safety laws, regulations and state codes; and to do related work as required. <i>For additional information, the job description is available at www.hr.ri.gov/classification/jobspecs.php</i> | |
| Minimum Education & Experience | EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS: | |
| | EDUCATION: Such as may have been gained thru: graduation from a senior high school or vocational technical institute, including or supplemented by courses in mechanical drawing or mathematics as required in the area of elevator inspection; and EXPERIENCE: Such as may have been gained through: as required, in the area of elevator inspection; considerable employment as a skilled worker in the installation or inspection of elevators. OR , any combination of education and experience that shall be substantially equivalent to the above education and experience. | |
| Where to Apply | Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office does not assume responsibility for applications sent through the mail. | |
| | EMAIL, OR MAIL YOUR RESUME OR CS-14 APPLICATION TO: | |
| | Lisa M. Kearns Department of Administration Office of Human Resources, 3rd Floor General Government Service Center One Capitol Hill, Providence, RI 02908 | Email: LK-resume@hr.ri.gov TTY/TDD #: #711 (Telecommunication Device for the Deaf) |



STATE OF RHODE ISLAND IS AN EQUAL OPPORTUNITY/DIVERSITY EMPLOYER